



Affordable Housing Advisory Board Meeting

Date: Tuesday, November 21, 2023, at 6:01 p.m.
Location: Osprey Conference Room, 2nd Floor
Address: 10770 W. Oakland Park Boulevard, Sunrise, FL 33351

Meeting Minutes

A. Welcome and Call to Order

By: Karen Lawrence

B. Introduction and Roll Call

By: Karen Lawrence

Board Members Present:

Robert Daniels
Edward Gersten
William Herard
Jeffery Hittleman
Traci Miller
Neil Kerch
Vernell Roberts

Absent:

Maria Doud (*excused*)
Rutledge Huckstep (*unexcused*)
Derrick Jenkins (*unexcused*)
John LaMotta (*excused*)

City Staff:

Stephanie Hahn, Grants Administrator
Karen Lawrence, Grants Coordinator

C. Pledge of Allegiance and Moment of Silence

Observed.

D. Open Discussion

No public discussions – no one in attendance.

E. Review of Minutes

The motion to approve the minutes of September 6, 2023 was made by Jeffrey Hittleman and seconded by Traci Miller. The minutes were unanimously approved by the Board members.

F. New Business

- a. Annual Affordable Housing Incentive Report:
Stephanie Hahn, Grants Administrator, spoke to the members about the Annual Affordable Housing Incentive Report. She discussed the report and what was included and previously agreed on by all members. The report had no new

changes, and was now in need of approval by members. City of Sunrise is required, as SHIP grantees, to present to the Affordable Housing Advisory Board an incentive report, a draft was provided at the last meeting of September 6, 2023. This report used to be tri-annually; however, is now required annually by the State. The report captures any inventory of city-owned property and recommendations from the board whether it should be put toward affordable housing use or continue with other activities such as city facilities and parks. Also captures affordable housing initiatives through our Comprehensive Land Use Plan. Noted: There has been no changes; no new incentives have been adopted, or any new properties have been purchased since last report.

Robert Daniels made a motion to approve the Report and Traci Miller second. The Annual Affordable Housing Incentive Report was unanimously approved by the Board members.

b. Next Meeting Date

The board decided that the next meeting would be scheduled for Tuesday, January 16, 2024.

G. Board Members Discussion

William Herard inquired as to whether the Committee for Sunset Strip Square was approved. Commissioner Kerch stated that the Item was on the November 14, 2023 Commission Agenda, and was ultimately approved.

H. Adjournment

Edward Gersten made a motion to adjourn at 6:10 PM, and William Herard seconded the motion. Passed unanimously by Board.

Transcribed by: _____

Karen Lawrence, Grants Coordinator

NOTE TO READER:

- If these minutes do not bear the date of approval, this indicates that they are not the final approved minutes and will become the official minutes when approved by the Board.
- Approved at the Affordable Housing Advisory Board meeting of _____